



**REVIEW FOR TECHNICALLY COMPLETE STATUS:
Riverside Estates Subdivision (2017-007-SUB)
June 06, 2017**

APPLICANT/OWNER:	Randy / Kari Goode and Ross / Beverly Miles
DATE OF RECEIPT OF APPLICATION:	April 20, 2017; supplemented on May 18, 2017
LA CENTER CITY ENGINEER:	Anthony Cooper, P.E.
LA CENTER PLANNING CONSULTANT:	Eric Eisemann, E ² Land Use Planning Services, LLC

DISCLAIMER

The purpose of this checklist is solely to ascertain whether the application satisfies the minimum requirements for technical completeness pursuant to LCMC 18.030.050. Representations as to completeness or incompleteness of the application material refer solely to the presence or absence of materials and do not reflect the City's evaluation of the substance of the documents. The City, by finding the application complete, does not warrant the information presented by the applicant is accurate. The City does not imply or warrant the information the applicant submitted complies with all or any part of the La Center Municipal Code (LCMC), La Center plans, maps or standards; or state or federal statute, rule or regulation, beyond the completeness check. The City reserves the right to request additional information from the applicant.

REVIEW FOR TECHNICALLY COMPLETE STATUS

Before accepting an application subject to review, the City shall determine that the application is technically complete. (See LCMC 18.030.050(1)):

Review Finding

The City conducted a pre-application conference for the proposed development on **December 20, 2015**. The Applicant filed the application materials originally on **April 20, 2017** and supplemented the application on **May 18, 2017**.

STANDARDS FOR TECHNICAL COMPLETENESS

Criteria	Complete & Location
A. §18.030.050 LCMC, Review for technically complete status	--
A completed form provided by the city clerk for that purpose;	Complete
The name, mailing address, and telephone number of the owner/s, engineer, surveyor, planner, and/or attorney and the person with whom official contact should be made regarding the application;	Complete: Application form, cover page and plan sheet
An environmental checklist or EIS, if applicable under Chapter 18.310 LCMC;	Complete: Signed copy dated March 18, 2017
A preliminary plan at a scale of no more than one inch equals 200 feet, with north arrow, date, graphic scale, existing and proposed lots, tracts, easements, rights-of-way and structures on the site, and existing lots, tracts, easements, rights-of-way and structures abutting the site; provided, information about off-site structures and other features may be approximate if such information is not in the public record. The applicant shall provide one copy of the plan reduced to fit on an eight-and-one-half-inch by 11-inch page. Principal features of the plan shall be dimensioned;	Complete: PLS Engineering (PLS) 3/24/2017
Written authorization to file the application signed by the owner of the property that is the subject of the application, if the applicant is not the same as the owner as listed by the Clark County assessor;	Complete: Owner authorization provided, Goode & Miles

Proof of ownership document, such as copies of deeds and/or a policy or satisfactory commitment for title insurance;	Complete: 2005 Deed: includes parcels not included in this project and an out of date parent PIN (258635000) for project area. Submit current deeds, if available, that include current tax lots: 986030201, 986030202, 986028825, 986028830, 986030206
A legal description of the site;	Complete
A copy of the pre-application conference summary, if the application was subject to pre-application review, and a description of information submitted in response to the issues, comments and concerns in the summary;	Complete: 2016-025-PAC [see comments below]
A written description of how the application does or can comply with each applicable approval criterion, and basic facts and other substantial evidence that supports the description;	Complete
The names and addresses of owners of land within a radius of 300 feet of the site for an application subject to Type III review. Owner names and addresses shall be printed on mailing labels. The applicant shall submit a statement by the assessor's office or a title company certifying that the list is complete and accurate, based on the records of the Clark County assessor within 30 days of when the list is submitted.	Complete (on-file at City) Complete (on-file at City)
Applications necessarily associated with the proposal, such as applications for exceptions, adjustments or variances to dimensional requirements of the base or overlay zones or for modifications to the road standards in Chapter 12.10 LCMC that are required to approve the proposal;	Complete: • None submitted
A wetlands delineation and assessment if required by Chapter 18.300 LCMC, and an application for a wetland permit and associated preliminary plan, if required;	Complete: • Castle Rose Environmental: 10/05/2016 [see comments below]
An appropriate geotechnical study if: The site contains substantial fill, or the applicant proposes to place substantial fill on the site; or The site contains land identified by the U.S. Soil Conservation Service, Clark County or the state of Washington as having slopes in excess of 20 percent or as being subject to instability, unless the applicant will not develop or otherwise significantly affect such lands or shows that the site does not contain unstable soils or steep slopes;	Complete: Columbia West Engineering report, 01/31/2008 [see comments below]
An archaeological predetermination if the area proposed for development contains lands classified as having moderate-high or higher probability of containing archaeological resources.	Complete: Applied Archaeological Research Inc. report: 12/09/2016 & supplemental 01/12/2017; and Moss & Associates: 2008 & 2009.
Preliminary grading, erosion control and drainage plans: Type III applications shall include such plans which shall be consistent with applicable provisions of Chapter 18, Section 4 – Critical Lands;	Complete: • Grading & Erosion Control Plans, PLS 3/24/2017 (PS pg 6-7) • Drainage Plan PLS 3/24/2017 (PS pg 9)

Information about proposed utilities, including water and sanitary waste.	<p>Complete:</p> <ul style="list-style-type: none"> • Preliminary Utility Plan PLS 3/24/2017 (PS pg 4-5) • Water & Power per PUD (Narrative pg 5) • Public Sewer (Narrative pg 4-5) <p>[see comments below]</p>
OTHER REQUIREMENTS PER WRITTEN PRE-APPLICATION CONFERENCE REPORT: <i>Signed Agreement to Pay Outside Professional Review Expenses Related to Land Use Application and Sewer Basin Capacity Analysis</i>	<p>Complete:</p> <ul style="list-style-type: none"> • Drainage Report, PLS 03/28/2017 • Park & Open Space Plan 05/10/2017 <p>[see comments below]</p>
B. §18.210.030 LCMC, Preliminary plat application contents (Not addressed in 18.30.050)	--
(13) Evidence that potable water will be provided to each lot from a public water system, and that each lot will be connected to public sewer.	Complete
(14) A plan showing proposed phasing if the applicant proposes to develop the subdivision in phases.	Complete

The City Public Works Department provided the following additional comments regarding information and it requests supplemental information as noted; the applicant must address prior to scheduling the public hearing.

Deed: The deed submitted should include all of the affected tax lots for the project and confirming ownership. Please submit documentation to clarify PIN numbers of parcels in project per book 311 page 651.

Narrative:

- The narrative (page 7) states that the quantity of parking per SFU can be reduced from 1.75 spaces per unit to 1.25 due to the inclusion of a transit service stop. This reduction in minimums cannot be offset at this time if there is not any public transit service (C-TRAN) currently serving the site.
- This topic could be addressed in a development agreement.

Traffic Analysis:

- The traffic analysis should confirm that the TIA included the traffic circulation and impact for Phase 12, as its streets, parking areas, walkways per circulation were not included in the TIA street site plan (Figure b).

Stormwater / Wastewater: The submitted a sewer basin study, storm water report and plans showing the approximate location of the storm facilities and sewer pump station.

The Geotechnical Report:

- As a minimum, a [supplemental] Geotechnical Report is necessary which includes testing to support the structural section of the streets and as applicable for site building construction, grading, retaining wall design and subsurface drainage. If the applicant can show that development or infrastructure will not be constructed in areas with slopes in excess of 25% and/or show that the site does not contain unstable soils a [supplemental] Geotechnical Report will not be required.

Critical Areas:

- We recommend that Castle Rose Environmental double-check the scoring on the submitted wetland rating data forms.
- The East Fork Estates 2010 survey by Bluhm and Associates submitted to Clark County (book 311 page 651) shows multiple wetlands and recommended buffers in larger geographic areas than shown by the Castle Rose study. Please ask Castle Rose to address this difference between the 2010 recorded wetland and its 2016 report.

- One White Oak sapling was identified during review but complete information, i.e. size and location, was not provided in management plan. This information will assist evaluating if the proposed trail and berm construction impacts the White Oak and other plants in the wetland fringe / buffer.

18.215 Site Plan Review – Submittal Requirements: The following information will make it possible to complete site plan review in a timely manner:

- Lighting plan indicating the location, height and type of proposed exterior lighting fixtures (pole-mounted or wall-mounted), see (j).
- Site Plan Sheet with a table with quantities of parking by type (ADA, regular, compact, visitor) and as a total per housing type and phase of implementation; see (E)(vi).
- An existing conditions sheet, see portions of (2)(d).
- Phasing Plan relating to access. All required site plan quantities should have a subtotal by phase of completion (open space, density etc.)
- Check for any location conflicts between landscaping plan and storm water facilities (trees in stormwater facilities), open space trails and stormwater facilities (pond berm overlap with trails, etc.), etc.

18.245 Supplementary Development Standards:

- Parking plan will need to confirm that all parking areas and islands meet Landscaping requirements in 18.215.
- Landscaping proposed should comply with table 18.245.060, especially along property boundaries.

18.140 Medium Density District (MDR-16):

- Hearing examiner must evaluate proposal for compliance with 18.140 as a whole.

18.140.030 MDR-16 Density and Dimensional Requirements:

- Verify minimum lot size for minimums, such as Lot 170 and Lot 171.
- Setbacks and building envelopes must be identified for each lot on the site plan.
- Check for compliance with 18.140.030 (2) per Beveling and add note to plan sheet.
 - “New lots used for medium density residential purposes created adjacent to low density residential (LDR) districts shall employ a ‘beveling’ technique at the perimeter of the project. New perimeter MDR-16 lots abutting LDR districts, not including public rights-of-way or dedicated public open space, shall be no less than 80 percent of the lot area of the minimum lot size of the abutting LDR district. Setbacks from the property lines of abutting LDR land shall be no less than 80 percent of the setback requirement of the abutting LDR district. For example, if the abutting property is zoned LDR-7.5, a 7,500-square-foot minimum lot size, the MDR-16 lots abutting the LDR district may not be less than 6,750 square feet...”
 - This topic could be addressed in a development agreement.

18.140.040 General Standards for Developments within MDR-16 District:

- Provide preliminary architectural figures for purpose of confirming unified design theme per 18.140.040 (1).
- Provide details to meet requirements per 18.140.040 (2) – Active Open Space – Family Parks, completion timeline per phase or combined phases (c), fences/ hedges (d), amenities (e), and include such information on landscape plan (park areas) sheets as notes.

18.140.060 Requirements of Multifamily Attached Housing - Apartments:

- Confirm compliance with this section as a whole for the 222 unit apartment units in the 74 three storey clustered complexes, and specifically, maximum of 10 units per structure per 18.140.060 (1). This topic could be addressed in a development agreement.

City Engineering Standards for Construction:

- Confirm that off-street parking areas/garage layout described in narrative and driveway width on plan sheets meet minimum lot widths/ percentage of frontage requirements in Note #10 in detail ST-3 (Residential Commercial Driveway without planter strip).
- Add any missing engineering details (ST-3, ST-13A, ST-23 etc.) to plan sheet page 9, as needed.

Other Requirements Per Written Pre-Application Conference Report:

- Need to submit for review the proposed HOA CC&R rules, specifically maintenance, parking and parks.
- Final determination and approval of hammerheads [and other non cul-de-sac dead-end] public streets by the City will be made during the review of the final proposed preliminary road layout, as such are typically only allowed for temporary turn-arounds less than 200 feet in length.
- Proposal for abandoning old wells on site; see well locations noted on East Fork Estates 2010 survey by Bluhm and Associates in book 311 page 651.
- Confirm minimum width of off street sewer easements less than < 20ft per CH. 13.10, as the plan sheets show several 15ft wide easements.

CONCLUSION

The City finds application **✓Technically Complete**, but requests additional information or clarification prior to public hearing and SEPA review.

For a full disclosure of an applicant's and City's rights and responsibilities as to technical completeness, please see LCMC 18.030.050.